

**BY ORDER OF THE COMMANDER
341ST CIVIL. ENGINEER SQUADRON (AFSPC)
MALMSTROM AIR FORCE BASE MT 59402-7536**

CEC OPERATING INSTRUCTION 32-07

1 March 1998

Civil Engineering

WORK CLEARANCE REQUEST

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

The purpose of this operating instruction is to improve the Engineering Flight's ability to locate utilities prior to start of construction.

SUMMARY OF REVISIONS:

This revision includes two new subparagraphs to 2, clarifying procedures in case of delays or work stoppage.

1. **RESPONSIBILITY:** It is the responsibility of all Engineering Flight personnel who may deal with locating utilities to ensure this operating instruction is adhered to.

2. PROCEDURE:

2.1. In Item 18 of AF Form 103, Base Civil Engineering Work Clearance Request, the following statements will be included by the engineer or inspector:

“Contractor shall take all precautions necessary to locate underground utilities that are indicated on the attached drawings and are not to consider staked utilities to be all that may exist. If there are any questions or doubts, please call Contracts, 6156, before digging.”

2.2. In Item 20 of AF Form 103, the following statement will be included:

“This form shall be reaccomplished if determined by the approving official to be required when work stoppage exceeds 90 days (i.e., winter exclusion).”

2.3. Add specific communication squadron coordination in Block 20 (see attachment).

LARRY ANTONICH, P.E.
Chief Engineer

Attachment:
AF Form 103 (example)

Supersedes CEC 0132-07, 1 Jan 97

No. of Printed Pages: 1

OPR: 341 CES/CECC (1Lt Greener)

Certified by: 341 CES/CEC (Mr. Antonich)

Distribution: X (341 CES/CEC/CECC/CECR/CECS/CECP..... 1 ea)